



**Hillsboro Parks and Recreation Commission Minutes**  
Regular Session

October 10, 2017 7:00 a.m.  
Parks & Recreation Office

The Hillsboro Parks and Recreation Commission met in regular session. Present were Parks and Recreation Commissioners Gwynne Pitts, Ken Phelan, Lynn Scheller, Jon-Michael Kowertz, Marilyn Helzerman, and Eddie Bolaños; City staff Dave Miletich, Laurie DeVos, Ken Pipher, Jeroen Kok, Valerie Otani, Michele McCall Wallace, Mary Loftin, Scott Brucker, Robby Hammond, Cristina Caravaca, and Karen Edwards; Scott Dreher, Engineering Department

Commission Chair Pitts called the meeting to order.

**Citizen Communication:** None

**Minutes:**

Motion was made by Phelan and seconded by Scheller to approve the minutes of the Regular Meeting on September 12, 2017 as written. The motion was approved unanimously.

**Reports/Presentations:**

**South Hillsboro Community Park Update:** DeVos displayed three concept options:

- Concept 1 – Included two turf fields (one may be placed on adjacent school site), bike skills course, skatepark, playground, picnic shelters
- Concept 2a – Same as 1 but removes the bike skills course, reduced size skatepark and adds a dog park
- Concept 2b – Same as 2a but replaces the dog park with a fire station

The commissioners gave input. These designs will be used at public meetings to encourage citizen input on amenities for the final design.

**Jackson School Road Project:** Dreher stated the project will upgrade the 1.5 mile-long section between Grant Street and Evergreen Road to a three-lane road with a ten foot bike lane and sidewalk on both sides. This project will also require the Harold Eastman Rose Garden to be re-located farther west. Hamby Park will have the sport court raised to street level and trees along the road will be removed. The roadway will have less curves and allow a safer connection to downtown. A roundabout will be added at the Harewood Street intersection.

**Community Center at 53<sup>rd</sup> Update:** Miletich informed the Commission that Dreher will lead the project to build the community center. Staff will meet with Opsi Architecture later today to work on the design contract. The contract will be taken to a December City Council meeting for final approval. The design will incorporate cross-laminated timber (CLT). This material reduces the labor cost and timeline for construction.

**Public Arts Selection Process:** Otani stated that many jurisdictions have a Percentage for the Arts requirement for all new construction but Hillsboro does not. In recent years Hillsboro has chosen to include a small percentage of the construction budget for public art. This allows flexibility to include the community in the selection and placement of projects. The selection process is an open call to artists when time allows. Occasionally a specific artist is commissioned for a unique project such as The Stickworks project in Orenco Woods Nature Park. Early planning is optimal for the best results. Commissioner Helzerman suggested placing public art in the traffic roundabouts. Commissioner Phelan inquired about the maintenance plan for public art. Otani stated that each project addresses maintenance in the criteria and budget. Staff is working on a conservation assessment for all public art in Hillsboro.

**Department Budget Update:** Pipher stated Amber Victoor will present the budget report at future meetings. The City manages sixty-five funds. The General Fund is used to fund five departments and is fueled by property taxes. The Parks & Recreation annual budget is \$21 million dollars. With ninety-three full time and three hundred part time staff, Personnel Services is the largest expense at \$13 million dollars. The Parks & Recreation budget contains Materials and Services, Support Services and Capital expense allocations. The Public Works Facilities Department Fund pays for all building maintenance. Revenue is projected to be \$4.5million dollars in the FY 2017-18. The Local Option Levy adds \$5 million dollars to the Parks budget. Commission Chair Pitts inquired about cost recovery information. Pipher stated it was difficult to get a detailed accounting of individual programs with the current City financial software but staff will get more information to the commissioners at a future meeting.

**Hops Update 2017:** Brucker reported that ticket sales were down for the team this season due to not playing additional playoff games and the extreme heat and smoke during August. Revenue was lower this season but the new parking agreement with the Hillsboro School District increased parking revenue. The All Star three-day event attendance was lower than projected due to the high temperatures. Attendance was only 4,000. Opening day for the next season will be June 20, 2018.

**Director/Manager Update:** Canceled

**Old Business:** None

Bolaños had concerns about various issues in parks. Miletich stated they would be addressed at a future meeting.

**New Business:**

The Commission considered approving the use of the Rood Bridge Park Watercraft Launch Area for an art piece installation. Otani stated this was an exciting opportunity to partner with the Grand Ronde Tribe. A tribal artist will design the piece to install on the hill between the River House and the river. Motion was made by Kowertz and seconded by Bolaños to approve the use. The motion passed unanimously.

Otani added there will also be an art piece in the meadow of Rood Bridge Park. The selection process had 140 applicants and an artist from Normal, Illinois was selected. Bolaños inquired what is planned for the site in Shute Park where Chief Kno-tah was located. Otani replied that staff will work with the Native American community to choose a replacement.

Consideration was given to approving a request from the Hops for fireworks displays at selected games. Motion was made by Phelan and seconded by Helzerman to approve the request. The motion passed unanimously.

The Commission considered approving an IGA with Metro for Orenco Woods Nature Park. Kok stated the agreement clarified the responsibilities and joint uses of the two agencies. Motion was made by Phelan and seconded by Helzerman to approve the IGA. The motion passed unanimously.

Consideration was given to approving the development agreement for the Rosedale Parks Neighborhood Park. Kok reported the agreement listed the SDC credits offered and design elements. Motion was made by Scheller and seconded by Phelan to approve the agreement. The motion passed unanimously.

A motion was made by Helzerman and seconded by Phelan to move Executive Session at 9:08 am. The motion passed unanimously.

The Regular Session meeting was reconvened at 9:15 am.

**Information Items:**

The Oak Island Marsh Celebration will be October 12, 10 am at Jackson Bottom Wetlands

There being no other business, Commission Chair Pitts adjourned the meeting.

ATTEST: \_\_\_\_\_  
Recorder

\_\_\_\_\_  
Chair